



# CITY OF HOUSTON

## Job Posting

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Applications accepted from:

Job Classification

Posting Number

Department

Division

Section

Reporting Location

Workdays & Hours

ALL PERSONS INTERESTED

GRADUATE ENGINEER

PN# 110981

Department of Public Works & Engineering

Public Utilities Division

Wastewater Operations Branch

611 Walker\*

M-F, 8:00 A.M. – 5:00 P.M.\*

\*Subject to change

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**DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS**

Provides engineering assistance in identifying, evaluating, managing and rehabilitating various systems and facilities. Performs and reviews engineering computations. Reviews, researches, analyze and prepare various records, reports and other data. Conducts field studies and inspections. Prepares plans and specifications. Investigates general public inquiries and prepares responses. Develops and designs new layouts, drawings, etc. Maintains and monitors facilities and systems. Applies appropriate operating procedures to enhance functioning of facilities and systems. Coordinate the design, development, evaluation and implementation of multi-engineering disciplines to improve operations, procedures and systems. Duties include the preparation and evaluation of various drawings, reports, designs and test data for the Wastewater Operations Branch. Coordinates the planning and implementation of design and construction projects. Prepares correspondence such as letters, interoffice memoranda, reports, etc. Coordinates and plans improvements with various departments, outside agencies and civic associations.

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**WORKING CONDITIONS**

This position is physically comfortable; the individual has discretion about walking, standing, etc. There are occasional minor discomforts from exposure to less-than-optimal temperature and air conditions. The position may involve dealing with modestly unpleasant situations, as with occasional exposure to office Chemicals and/or extensive use of a video display terminal.

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**MINIMUM EDUCATIONAL REQUIREMENTS**

Requires graduation from approved curriculum in engineering that is approved by the State Board of Registration for Professional Engineers with a satisfactory standing.

OR

Requires graduation from an engineering or related science curriculum at a recognized institution of higher education, other than a curriculum approved by the Board and passage of the eight-hour fundamentals of engineering examination prescribed by the Board.

OR

Possession of a valid Engineering-in-Training Certificate issued by the Board under the current requirements of the Texas Engineering Practice Act.

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**MINIMUM EXPERIENCE REQUIREMENTS**

No experience is required.

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**MINIMUM LICENCE REQUIREMENTS**

A valid Texas Driver's License and compliance with the City of Houston's policy on driving (AP2-2).

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**PREFERENCES**

Preference will be given to applicants who are familiar with sanitary sewer rehabilitation methods, design and construction. Applicants with knowledge of ARC View GIS, GIMS and IMS will be preferred.

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**SELECTION/SKILLS TESTS REQUIRED** None

However, the Department may administer a skilled assessment evaluation.

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**SAFETY IMPACT POSITION**

☒ Yes ☐ No

If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.

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**SALARY INFORMATION**

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The salary range for this position is:

**Salary Range - Pay Grade 22**  
\$1,555 - \$1,888 Biweekly \$40,430 - \$49,106 Annually

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**OPENING DATE**

June 07, 2006

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**CLOSING DATE**

June 13, 2006

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**APPLICATION PROCEDURES**

Original applications only and resumes are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, 1<sup>st</sup> Floor. Our TDD (Telephone Device for the Deaf) phone number is (713) 837-9471. For application status inquiries, please call (713) 837-0871. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.

An equal opportunity employer